

Role and Tasks of the Lead Presbyter Great Rivers Presbytery

Position Purpose

Great Rivers Lead Presbyter's role is to provide visionary leadership, practical support, and connectional, team-building assistance **and administrative leadership** to the Presbytery and its members. In collaboration with the Stated Clerk and the Leadership Team, this person will facilitate the transition to a new Presbytery structure, **help to implement that structure and continue to assess it for the continued viability of our Presbytery.** Tools for this transformation will be the report of the Finance & Staffing Task Force report, 2020 Mission Statement, ~~and~~ our Matthew 25 initiative, and **the ongoing needs and challenges of the Presbytery.**

~~Primary Tasks~~ **Essential Team and Mission Building Tasks**

- Lead the presbytery in refining, implementing, **and assessing** a new structure that will awaken, enliven, and enhance our worshipping communities, ~~building upon the work of the Finance & Staffing Task Force Report, 2020 Mission Statement, and the Matthew 25 initiative.~~
- Participate in the life of the churches of the presbytery, through a regular schedule of visitation, worship participation, and faith-filled leadership.
- **Establish and maintain strong relationships with congregations by working with and through the sessions and pastoral leaders and other defined leaders, challenging them as needed and encouraging an understanding and practice of connectional and shared purpose.**
- **Provide resources, guidance, encouragement and correction (when needed) for congregational ministry and mission.**
- **Connect churches to Presbytery Committees, other congregations and PC(USA) Councils as appropriate to enable the mission of the church.**
- **Encourage imaginative, flexible and creative approaches to the ministry, mission and work of Presbytery at all levels.**
- Work with Leadership Team to assist congregations and members to connect and support one another in our common ministry goals and fellowship needs.
- Provide pastoral support and coaching to our minister members, **offering check-ins, fellowship opportunities, spiritual support and prayers.**
- Provide ongoing assessment of the ministry and mission of PGR, developing and facilitating plans to address challenges, cultivate accountability, and build upon our strengths.
- Encourage and foster new forms of ministry and new visions of worship and service in alignment with the intent of our 2020 Mission Statement.
- **Encourage and expand communication regarding activities, functions and priorities of the Presbytery and of our congregations through the Presbytery newsletter, Assembly reports, and person to person contacts.**
- **Engage with congregations in transition, ie preach soon after pastor leaves, assist in search for interim pastor, educate and train Sessions and PNCs about the search process.**
- Coach and encourage the development and training of lay leadership and encourage participation in the work of Presbytery by all of our churches.
- **Actively participate in Synod and GA initiatives, trainings, and networking for mid-council leaders (Presbyterian Leadership Formation, Association of Mid-Council Leaders, Synod Collegium), as well as Biennial General Assembly, bringing resources back to our ministries.**

~~Secondary Tasks~~ **Administrative and Committee Tasks**

- ~~Be a staff resource to Presbytery committees—in particular working closely with the Leadership Team, Committee on Ministry, and the Committee on Preparation for Ministry.~~
- ~~Oversee critical tasks such as background checks.~~
- ~~Serve as head of staff for Presbytery Personnel **coordinating activity and communications with and among them**~~
- ~~Serve as ex officio on all committees, supporting and offering advice, helping to clarify their responsibilities, and enabling them to engage with our congregations to better fulfill the mission of PGR~~
- ~~Support and advise **with** regarding the financial and administrative activities of PGR~~
- ~~Update, revise and monitor website content and Presbytery directory~~
- ~~Write articles for the twice-monthly PGR newsletter, proofread the document and monitor content and appearance~~
- ~~Ensure that boundary training is scheduled and coordinate with Stated Clerk to ensure that attendance is tracked and training is completed each year.~~
- ~~Work with Leadership and other committees to equip current leadership and raise up new leaders, and help to secure training as needed~~
- ~~Monitor policies and manuals to keep them up to date, and participate in policy writing as **new policies are mandated by General Assembly.**~~
- ~~Speak for the Presbytery on issues which call for public comment.~~
- ~~Relate to local seminaries, Presbyterian Colleges, the Synod of Lincoln Trails, and the General Assembly to discover and share resources for our shared mission.~~

The Lead Presbyter will report to the Personnel Team of Great Rivers Presbytery